

## **Extramural JSPS - FAQs**

### **Q.: Please clarify the application deadline for the Invitation Fellowship Program?**

**A.:** JSPS has 2 recruitment cycles, September of the year prior to the fellowship fiscal year and May of the fellowship fiscal year. Nominating authorities have separate deadlines. FIC has set October 31<sup>st</sup> of the year prior to the fellowship fiscal year as the primary deadline. The fellowship fiscal year is defined according to the Japanese fiscal year of 1 April to 31 March. FIC has a limit to the total number of nominations that can be submitted to JSPS per fiscal year. Our current quotas are set at 5 short-term invitations and 1 long-term nomination. After the October deadline, if FIC has available nominations they will submit for the second recruitment. The FIC deadline for the second recruitment is June 29<sup>th</sup> of the fellowship fiscal year. The candidate's proposed start dates must be between 1 April and 31 March of the fellowship fiscal year. Therefore, for FY2008 with if your proposed fellowship is between 1 April 2008 and 31 March 2009, you would submit your application by 31 October 2007 for the first cycle.

### **Q.: Please clarify the application deadline for the short-term Postdoctoral Fellowship Program?**

**A.:** JSPS has 2 recruitment cycles, September of the year prior to the fellowship fiscal year and May of the fellowship fiscal year. Nominating authorities have separate deadlines. FIC has set October 31<sup>st</sup> of the year prior to the fellowship fiscal year. The fellowship fiscal year is defined according to the Japanese fiscal year of 1 April to 31 March. FIC has a limit to the total number of nominations that can be submitted to JSPS per fiscal year. Our current quota for the short-term postdoctoral fellowship is set at 5 short-term postdoctoral applications. After the October deadline, if FIC has available nominations they will submit for the second recruitment. The FIC deadline for the second recruitment is June 29<sup>th</sup> of the fellowship fiscal year. The candidate's proposed start dates must be between 1 April and 31 March fellowship fiscal year. Therefore, if your proposed fellowship is between 1 April 2008 and 31 March 2009, you would submit your application by 31 October 2007.

### **Q.: Please clarify the application deadline for the long-term Postdoctoral Fellowship Program?**

**A.:** The long-term postdoctoral application deadline is June 29<sup>th</sup> of the year prior to the fellowship fiscal year. We can however submit nominations to JSPS until June 29<sup>th</sup> of the fellowship fiscal year. The candidate's proposed start dates must be between 1 April and 30 November of the fellowship fiscal year. JSPS does not have research start dates between 1 December and 31 March. Please keep in mind when applying, you will want to submit your application with at least 5 months lead time to your proposed fellowship tenure since a 3 month turnaround between nomination and award.

### **Q.: What is the turnaround timeframe between nomination and award?**

**A.:** The turnaround is approximately 3 months from the time the nominations are submitted to the JSPS office and when the applicant receives their award letter, if awarded.

### **Q. What is the JSPS Postdoctoral Fellowship for Foreign Researchers?**

**A.** This program was established to assist promising and highly qualified young foreign researchers wishing to conduct research in Japan. It is aimed at providing opportunities for such researchers to, under the guidance of their hosts, conduct cooperative research with leading research groups in universities and other institutions, thereby permitting them to advance their own research while stimulating Japanese academic circles, particularly young Japanese researchers, through close collaboration in scientific activities. Such collaboration is also intended to advance scientific research in the counterpart countries.

### **Q. What is the eligibility requirement for the Short-term Invitation Fellowship?**

**A.** You must be a senior scientist, university professor or other with substantial professional experience and you must be a US Citizen or US Permanent Resident, if applying through FIC.

### **Q What is the eligibility requirement for the long-term Invitation Fellowship?**

**A.** The candidate must be a researcher with an excellent record of research achievement who, in principle, is employed full-time at an overseas research institution, and also meets the citizenship and degree requirements.

### **Q. How many nominations can NIH submit to JSPS?**

**A.** NIH's quota is as follows: 5 short-term Invitation; 1 long-term Invitation; 10 short-term Postdoctoral; and 5 long-term Postdoctoral fellowships each year.

### **Q. When is Japan's Fiscal Year?**

A. April 1st of each year.

**Q. Can I apply for a fellowship if I am affiliated with a military establishment?**

A. No, you are not eligible to apply.

**Q. Does NIH find a Japanese Host Researcher for the applicant?**

A. No, the applicant must have made prior contact with a qualifying institution in Japan and received an Invitation Letter from said institution before they submit their application to FIC.

**Q. What are the terms of the award?**

A. Each fellowship has different terms. See the information sheet for the program you are interested in.

**Q. Does the Host Researcher receive funds?**

A. Yes, the Host receives a cooperation allowance.

**Q: Can a successful applicant postpone the award for a year?**

A: No. The successful applicant must start the fellowship 1 April – 31 March of the fiscal year.

**Q. I am a past recipient of a JSPS long-term Postdoc fellowship award, can I apply for another award?**

A. No. If you were previously awarded a fellowship of 12 months or longer you cannot apply again.

**Q. Upon accepting the Fellowship, what sort of procedure must my host carry out?**

A. Your host scientist is responsible for handling the administrative procedures related to your Fellowship and for explaining them to you when necessary. He/she handles the procedures related to your visit and stay, including the preparation of various forms and documents. Your host also submits a final research report.

**Q. What is best way to obtain lodging during my stay?**

A. The rent for private apartments is high, especially in metropolitan areas such as Tokyo, Osaka and Kyoto. It is recommended, therefore, that you use the guesthouse at your host institution. Various fee and deposits are required when you sign the rental contract for an apartment. These are called "key money," and add up to 4-6 months worth of rent. The real estate agent's fee may also be as much as 2-3 months worth of rent. The amount of key money required may differ from landlord to landlord. Japanese rental houses and apartments normally come unfurnished. If you should decide to rent an apartment, it is advisable that you bring your host, a Japanese colleague, or an officer of your host institution along with you when you go to sign the rental agreement. The several months' worth of key money must be paid when you sign the contract. JSPS does not cover these fees or deposits, nor can it be the guarantor for rental agreements. As a guarantor is normally required, you should ask your host well in advance whether he/she is willing to be one.

**Q. What are the visa requirements for the fellowship?**

A. To enter into Japan, Fellows must possess a valid passport and a visa obtained from an overseas Japanese Embassy or Consulate. Without the necessary visa, you may not be allowed to enter Japan upon your arrival. However, Fellows whose countries have a reciprocal visa exemption agreement with Japan do not need to obtain a visa, but can apply for entry permission upon arrival so long as their stay is for a short-term. Therefore, you should ask the nearest Japanese Embassy or Consulate whether or not you need to obtain an entry visa in advance. If you are required to obtain a visa, you must submit the necessary visa application. Fellows on short-term stays are normally given a "temporary visitor" visa status, while those on long-term stays are assigned the status of either "cultural activities," "researcher," or "professor."

**Q. What is the purpose of this Invitation Fellowship (Short-term)?**

A. The JSPS Invitation Fellowship for Research in Japan (Short-term) is offered to promote international scientific exchange while advancing research in the subject field. It allows researchers in Japan to invite colleagues from other countries to Japan to participate in discussions, attend seminars, give lectures, or perform similar functions at their universities and research institutes.

**Q. Can I split my stay in Japan?**

A. No. Fellows must reside in Japan continuously during the duration of their Fellowships. However, temporary absences may be granted for related research purposes.

**Q. May I change my commencement date?**

A. Yes. The commencement date of your Fellowship may be changed from that indicated in your host's application as long as it starts within the designated Japanese fiscal year.

**Q. I want to shorten my stay to less than 14 days. Will that be possible?**

A. No. The fellowship is premised upon a 14 day or longer stay.

**Q. What happens to my allowances if I should shorten my tenure during my stay?**

A. Your allowances will be reduced. You will be required to reimburse JSPS the amount of any already-paid allowances rendered unused by the change in your tenure.

**Q. If my Fellowship is for less than 60 days, may I extend it to up to 60 days?**

A. No. Irrespective of the reason, the period of tenure stipulated in your "Award Letter" cannot be extended. You may continue your stays in Japan after the expiration of your Fellowship due to flight scheduling or research continuation. However, JSPS will not assume any responsibility for your extended stay, nor will it cover any expenses after the Fellowship expires.

**Q. May I take a temporary absence even if it shortens my time in Japan to less than 14 days?**

A. No.

**Q. What expenses are covered by the Fellowship?**

A. The Fellowship covers your roundtrip ticket, maintenance allowance, domestic travel allowance, and overseas travel and accident insurance.

**Q. Should I buy my own air tickets?**

A. No. You will be issued them through the JSPS Fellowship Desk of our designated travel agency. JSPS does not reimburse Fellows for air tickets purchased by them, nor does it provide airfares in the form of cash payments.

**Q. How will I receive my monthly allowances?**

A. They will be deposited into either your account at a bank in Japan or into your host's account.

**Q. How should I apply for the overseas travel and accident insurance?**

A. Fellows do not need to apply for this insurance. However, your host scientist must submit a form to begin the start of coverage.

**Q. Is any support provided for dependents?**

A. No. Under this Fellowship program, neither JSPS nor NIH provide support for dependents.

**Q. How do I register?**

A. Under Japan's Alien Registration Law, foreigners who will stay in Japan for 90 days or longer must register at the city, ward or town office where they reside within 90 days of their arrival in Japan. Therefore, it is necessary for Fellows under this long-term fellowship program to register. An alien registration card will be issued to you within 2-3 weeks after registration.

**Q. How do I apply for National Health Insurance Program?**

A. Foreigners are eligible for National Health Insurance who (1) are registered under the Alien Registration Law and (2) have stayed in Japan for more than one year as stipulated under the Immigration Control and Refugee Recognition Act. Visiting researchers whose stay under the fellowship program is less than one year are not eligible for the National Health Insurance. There are, however, cases when a fellow will stay in Japan after the completion of his/her tenure for research or other purposes. If an extended stay of one year or longer is authorized by the immigration authorities, it may be possible for the researcher to join the National Insurance Program. Inquiry should be made at one's ward, city, town or village office.